

REQUEST FOR QUALIFICATIONS

Project Title: New Connectivities for Nyack

Project Sponsor: Village of Nyack, Rockland County, New York

Project Identification Number: 8761.28

Transportation Alternatives Program (TAP) Grant Preliminary and Final Design

The Village of Nyack is soliciting expression of interest (EOI) from Engineering, Planning and Design consultants to develop Preliminary and Final Design plans with guidance from the Village of Nyack, for the construction of planned streetscape and bicycle pathway improvements along North and South Broadway, the New Connectivities Plan, a Federally Funded project located in the Village of Nyack, Rockland County, New York.

All work will be designed to AASHTO specifications and the NYSDOT Standard Specifications (Construction and Materials).

Preliminary Design will include but not be limited to: preparation of the Design Approval Document (identifying, assessing, and selecting a feasible design alternative and its associated impacts), topographic and right-of-way survey and mapping, property deed research, evaluation of cost and environmental factors, and preparation for attendance and participation at public informational meetings and /or hearings.

Final Design will include but not be limited to: development of road plans, bike paths and streetscape design and preparation of right-of-way plans and acquisition maps, development and design for public utilities, maintenance and protection of traffic during construction, and preparation and submission of Final Plans, Specifications and Estimate for the project.

SOLICITATION SCHEDULE

Request for Qualifications Released: March 2, 2015

Responses for RFQ Due: March 27, 2015

All submissions must be received no later than **5:00 PM on March 27, 2015**. Five (5) paper copies of submission are required plus one complete submission in a PDF format on a CD.

Please place proposals in an envelope or box clearly labeled "**Consultant Services Expression of Interest for the TAP Project: New Connectivities for Nyack Plan (Project Identification # 8761.28)**" and send or deliver to:

Mr. James Politi
Village Administrator
Village of Nyack
9 North Broadway
Nyack, NY 10960

Questions and clarifications regarding this RFQ may be made by calling the Village Administrator at 845-358-3581 or emailing to JamesPoliti@nyack-ny.gov.

**Project Overview of New Connectivities for Nyack (TAP Project)
North and South Broadway Streetscape and Bicycle Accessibility Improvements**

Overview: The sidewalks on Broadway are either badly deteriorated or non-existent as in the case of a six-block stretch north of Main Street to the Upper Nyack Village line. The area does not have sufficient or modern street lighting, which discourages pedestrians after dark and poses a safety issue. No bus shelters exist for the many bus riders waiting on Broadway for local and New York City buses. There exists no delineated bike path to allow bikers safely to access Village facilities and connect to the extensive Greenway Bike Path.

Project Objectives: To make Nyack more walkable and enhance the transportation experience for pedestrians, public transit users and bicycle riders. Provide safe, ADA-compliant pedestrian access to the length of Broadway in the Village of Nyack. Provide safe access for cyclists on Broadway in the Village. Revitalize the area with streetscape improvements. Encourage alternate transportation uses.

Project Description: The Village of Nyack intends to install 8,000 linear feet of streetscape improvements on the entire length of Broadway, and 3,200 linear feet of delineated bike path from Church Street down Broadway to the Village's southern border. The improvements will consist of a network of concrete sidewalks, curbing, handicapped ramps to the sidewalks, pavers to create delineated crosswalks, streetscape amenities, to include benches, street trees, lighting, bicycle racks and bus shelters.

Broadway improvements in the Village will be installed from Tallman Avenue on the north, to Cedar Hill Avenue on the south. The project scope will consist of:

- Installation of approximately 8,000 linear feet of 5-foot sidewalk, granite block curbing and curb cuts
- Installation of marked pedestrian crosswalks
- Installation of 3,200 linear feet of bike path markings
- Installation of forty "Victorian-style" street lights
- Installation of trees and grates, and bushes at the sides of bus shelters
- Installation of four bus shelters

ATTACHMENT

Map of Village of Nyack TAP Project Area

Project Timeline/Projected Costs

It is anticipated that the Project start date of preliminary design will be no later than June, 2015 with letting expected to be held no later than September, 2016 and construction completed by April, 2018. The estimated construction cost is approximately \$1.5 million. The anticipated overall project cost is approximately \$2.062 million including design, r-o-w acquisition/incidentals, construction and construction inspection.

Consultants Services will include but not be limited to:

- Provide land surveying for the Project corridor as required;
- Develop base plans using aerial, topography, boundary survey, records/drawings. Plans must be to scale with accurate right-of-way information;
- Prepare preliminary, semi-final, and final design plans;
- Prepare contract plans, specifications, cost estimates, right-of-way plans, permits, construction phasing plans, traffic control and maintenance of traffic plans ("CMP");
- Prepare and participate in public meetings and /or hearings related to the project;
- Provide technical reviews of construction specifications and estimates;
- Provide ongoing coordination with NYSDOT and Village of Nyack;
- Coordinate with utility companies such as water and electric services and obtain other information as necessary for the design and provide assistance related to utility coordination, environmental review and permitting;
- Provide bid and construction support such as preparing bid alternatives and estimated costs, assisting with addendums during bid period, reviewing and responding to requests for information (RFI's),
- Review submittals, creating plan revisions due to conflicts, and preparing as built survey.

To support the work, the Village of Nyack will:

- Execute a Project Agreement with the NYSDOT;
- Procure a Consultant for Construction Inspection Services for the TAP Project;
- Prepare bid document(s), advertise, conduct a bid opening and awarding a construction contract and consultant for construction inspection services;
- Prepare a project design report and construction contract documents;
- Pay all expenses up front and then apply to the NYSDOT for reimbursement of the Federal and State shares as outlined and then applying to the NYSDOT as outlined in the project agreement.

It is anticipated that the NYSDOT Region 8 Local Projects Unit will:

- Provide guidance, monitor compliance with all applicable federal and state requirements;
- Designate a project manager and construction manager for the project;
- Assist with scheduling meetings and presentations with internal stakeholder groups, Village management, decision-making bodies, and participate in presentations;
- Perform timely reviews of consultant submittals;
- Review and secure approvals for construction documents;
- Facilitate permit approvals for construction documents;
- Prepare, execute, and manage the contracts with the sub-consultant and construction contractor.

SELECTION PROCESS

The successful consultant(s) should have a thorough knowledge of Federal and NYSDOT design standards, and construction and material standard specifications and requirements, as well as a thorough knowledge of the Federal and NYSDOT procedures, reporting and federal contract provisions.

SELECTION CRITERIA

The Village of Nyack will select the most highly qualified firm according to the following criteria, listed in order of decreasing importance:

Understanding of work to be done	25%
Experience with similar kinds of projects and/or work including sustainable practices	20%
Quality of staff for work to be done	15%
Familiarity with Federal and State requirements	15%
Financial responsibility	15%
Logistics and familiarity with the project area	10%

EXPRESSION of INTEREST (EOI)

The EOI consists of the federal General Services Administration (GSA) standard form SF-330 or a similar format providing the kinds of information as requested on the SF-330.

The instructions for completing the SF-330 are provided on pages 1-6 of the form. The SF-330 should include recent information dated no more than one year before the submission date. Additional pages may be used to provide information requested in various sections of the Form. Additional pages shall be limited to no more than 10 pages.

Documentation shall include the following:

Cover Transmittal Letter: Submit a letter of interest with overview of qualifications, includes the location of the Consultant, and which is signed by a authorized representative of Consultant, point of contact, phone number, e-mail.

Submission should include:

Consultant: Short description of firm, ownership, Principal staff and qualifications, Project Manager and team assignments, and name of sub-consultants to be utilized and services to be provided.

Scope of Work/Project Description: Provide a description of the firm's understanding of the scope of the services, proposed project approach, schedule and methodology for managing the scope of work as outlined in this RFQ. Demonstrate the firm's/team's qualifications to satisfy all the areas identified in the project. Statements addressing selection criteria used to evaluate the submission may be included.

Relevant Experience: Demonstrate knowledge of sustainable practices including but not limited to permeable/porous concrete sidewalk applications, structured soil installations for tree wells and other sustainable practices. Provide recent project examples in the past five (5) years that best represent the firm's qualifications and capabilities, including specific experience with TAP and other federal-aided projects. Include client contact name. Project examples may include pictures or graphics relevant to the text. Graphics or photos must be printed on the page and may not be otherwise attached. References and contact information shall be provided.

Resumes of Key Personnel Proposed for this Project

The proposed project team should include only those full time employees currently employed as of the date of the EOI. Part-time personnel, personnel not employed as of the date of the EOI or personnel used on an as-needed basis should not be counted in the EOI but may be included in any subsequent presentations. Specific project experience must also include the date when the experience occurred. Individuals listed who are not currently employed by the form must be identified as such. The starting date of employment must be given for individuals employed less than one year with the firm.

Principals and/or key personnel managing the project shall have professional engineering licensing under New York State law.

CONDITIONS AND LIMITATIONS:

The selection and retention of a firm will be contingent upon the availability of the proposed key staff, unless substitutes are approved by the Village of Nyack during negotiations. The top-ranked firms may be requested to prepare and give oral presentations before the Village of Nyack selection committee.

The Village of Nyack expects to select a consulting firm from the qualifications submitted, but reserves the right to request substitutions of firms. The Village also reserves the right to reject any or all responses to the RFQ, to advertise for new responses, or to accept any response deemed to be in our best interest. A response to this RFQ should not be construed as a contract or an indication of a commitment of any kind on the part of the Village of Nyack, nor does it commit either to pay for costs incurred in the submission of a response to this request or for any cost incurred prior to the execution of a final contract.

Sub-consultants, sub-contracting and/or joint ventures are permitted.

Upon selection a Professional Service Contract shall be prepared, negotiated and fully executed before work is initiated.

DISADVANTAGED BUSINESS ENTERPRISES (DBEs)

DBEs are encouraged to submit proposals in response to this solicitation. Other proposers are encouraged to submit DBE sub-consultants where appropriate.

DBE UTILIZATION LEVEL Goal – 20%

Title VI Compliance

In accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in federally-assisted programs of the U.S. Department of Transportation and Title 23 Code of Federal regulations, Part 200, Title VI Program and Related Statutes, as amended, issued pursuant to such Act, the Village of Nyack, hereby notifies all who respond to this solicitation, invitation, request for qualifications or proposal that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, disability/handicap and income status in consideration for an award.